

OCEAN COUNTY RESOURCE CENTER
1005 HOOPER AVENUE
P. O. BOX 547
TOMS RIVER, N.J. 08753-0547
2:00 PM – 3rd FLOOR

- I. Call to Order/Flag Salute – Chairperson
- II. Open Public Meetings Act – Chairperson
- III. Roll Call – Chairperson
- IV. Approval of Minutes of April 28, 2026 Monthly Meeting - Chairperson
Members present: P. Hartney, B. Miles, S. Sternbach, C. Thomas-Henkel, J. Byrnes, K. Isnardi, Commissioner J. Bacchione, Commissioner R. Arace, J. Sahradnik

Members absent:
Vote by Members Present at the April 28, 2026 Meeting

MOTION / ROLL CALL

- V. Informational Reports – (Provided at Board)
- VI. Employment Activity Report – (Provided at Board)

VII. CONSENT AGENDA

A. MOTIONS

All matters listed below are considered routine and shall be enacted by one motion. Should any member of the Board or the Public seek separate discussion of any item, that item shall be removed and discussed separately.

- 1. Affirmative Action Statistical Report – (Provided at Board)
- 2. Monthly Reports – (Provided at Board)
- 3. Authorization for Line Item Transfer in the 2026 Budget

<u>From</u>	<u>To</u>	<u>Amount</u>
62.101 Workers' Compensation Ins.	61.205 Employee Assistance	\$4,250.00
*DFD approval is not required		
- 4. Authorization to Change Position Title
Position No. / Position Title: From: MAP049: Administrative Supervisor of Social Work
To: MAP049: Administrative Supervisor of Social Work /
Administrative Supervisor of Income Maintenance
- 5. 2025 Annual Report – (Provided at Board)
Review and approval of the 2025 Annual Report. The report will be forwarded in accordance with N.J.S.A. 44:4-48 to the Commissioner of the New Jersey Department of Human Services and the County Administrator

B. RESOLUTIONS

Authorization is requested for Director and/or Chairperson or Vice Chairperson to enter into contract with the following entities/vendors. Contracts, where applicable, are subject to cancellation on 30 days notice and are also subject to availability/appropriation annually of adequate funds to meet Board's obligations. Request also to accept funds, deposit funds into a bank account, when appropriate, disburse funds, and list for Board ratification.

- 1.) a. Salary Resolutions – (Provided at Board)
 - b. Amended 2026 Salary & Benefits Resolution Excluded ACFME
 - c. Amended 2026 Salary & Benefits Resolution Excluded Administrative Staff
- 2.) Ratification of Authorization to Pay an Additional Fee in the Amount of \$2,000.00 to the New Jersey Division of Pensions & Benefits for the OCBSS Insurance Claims Experience
Note: Request to release this Resolution prior to formal adoption
- 3.) Resolution Ratifying Chairperson's Approval Appointing Caitlin Thomas-Henkel, as the 4th Member of the Selection Review Committee for RFQ/Special Investigatory Services
Note: Request to release this Resolution prior to formal adoption

- 4.) Friendship Corner/Preferred Behavioral Health Agreement
Period of Agreement: 07/01/26 – 06/30/27
Amount Requested: \$3,900.00
Projected Level of Service: N/A
Purpose: To provide group/individual transportation to boarding home residents for the purpose of socialization, recreation, education and stimulation
- 5.) Grantor: Division of Community Resources, Department of Community Affairs
Grant: Universal Service Fund (USF) – CWA Administration Grant
Period of Agreement: 07/01/26 – 06/30/27
Amount Requested: \$16,024.00 (Based on the 2026-2027 award letter)
Purpose: To provide administrative funds to county welfare agencies for the USF, coding and Family Assistance Management Systems (FAMIS), and verifying accuracy of the information encoded
Note: Request to release this Resolution prior to formal adoption
- 6.) Authorization to Enter Into a One (1) Year Maintenance Agreement with Copymaster Company
Vendor: Copymaster Company
Item: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 07/01/26 – 06/30/27
Cost: \$155.00 annually
- 7.) Authorization to Enter Into a One (1) Year Maintenance Agreement with Copymaster Company
Vendor: Copymaster Company
Item: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 07/01/26 – 06/30/27
Cost: \$155.00 annually
- 8.) Authorization to Enter Into a One (1) year Maintenance Agreement with Copymaster Company
Vendor: Copymaster Company
Item: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 07/01/26 – 06/30/27
Cost: \$155.00 annually
- 9.) Authorization to Enter Into a One (1) Year Maintenance Agreement with Copymaster Company
Vendor: Copymaster Company
Item: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 07/01/26 – 06/30/27
Cost: \$155.00 annually
- 10.) Authorization to Enter Into a One (1) Year Maintenance Agreement with Copymaster Company
Vendor: Copymaster Company
Item: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 07/01/26 – 06/30/27
Cost: \$155.00 annually
- 11.) Authorization to Enter Into a One (1) Year Maintenance Agreement with Copymaster Company
Vendor: Copymaster Company
Item: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 07/01/26 – 06/30/27
Cost: \$155.00 annually
- 12.) Authorization to Enter Into a One (1) Year Maintenance Agreement with Copymaster Company
Vendor: Copymaster Company
Item: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 07/01/26 – 06/30/27
Cost: \$155.00 annually

- 13.) GRANT RENEWAL APPLICATIONS – OFFICE OF SENIOR SERVICES GRANTS
- a.) Grant: Adult Protective Services Program
Grantor: Ocean County Office of Senior Services
Period of Agreement: 01/01/27 – 12/31/27
Amount Requested: \$451,670.00 (based on the 2026)
Purpose: To provide investigation of referrals and case management for vulnerable adults subject to abuse, neglect, exploitation. Additionally, provide emergency after hours for the agency via 211 referral access
Projected Level of Service: 1,150 unduplicated cases
- b.) Grant: Senior Assisted Social Services
Grantor: Ocean County Office of Senior Services
Period of Agreement: 01/01/27 – 12/31/27
Amount Requested: \$113,977.00 (approx. based on 2026)
Purpose: Increased security/safety for seniors by providing residential modifications/repairs and assisted transportation services
Projected Level of Service: 80 assisted (60 transportation, 20 home modifications)
- c.) Grant: Respite Care Program
Grantor: Ocean County Office of Senior Services
Period of Agreement: 01/01/27 – 12/31/27
Amount Requested: \$186,651.00 (approx. based on 2026)
Purpose: To provide assistance and caregiver support through the provision of residential modifications and assistive technology services to maintain the client's health and safety in the home
Projected Level of Service: 440 Individuals
- 14.) Authorization to Dispose of Quotes and Enter into Contract for Fire Extinguisher Inspection
Vendor: AISH Fire Protection Company
Period of Agreement: 04/29/26 – 8/31/26
Cost: \$169.00
Purpose: Annual Fire Extinguisher inspection for 333 Haywood Road, Manahawkin, N.J.
Note: Request to release this Resolution prior to formal adoption
- 15.) Authorization to Enter into Agreement with the Township of Lakewood in the Execution of the Grant Housing Opportunities for Persons with AIDS (HOPWA)
Grant: Housing Opportunities for Persons with AIDS (HOPWA)
Grantor: U.S. Department of Housing and Urban Development (HUD)
Grantee: The Township of Lakewood
Sponsor: Ocean County Board of Social Services
Period of Agreement: 07/01/26 – 06/30/27 (Program Year 2026)
Amount Requested: \$260,000.00
(Based on projected rents of current HOPWA participants)
Purpose: To provide tenant based rental assistance for persons with Acquired Immunodeficiency Syndrome (AIDS) or related disease (HIV) and their families
- 16.) Authorization to Contract with the Following Vendor
Vendor: CDW
Item: Twelve (12) Microsoft Surface Laptop PC For Business
(7th Edition with Verizon Wireless 5g Data Plan)
Period of Agreement: One-time purchase
Cost: \$21,584.40 for the one-time purchase of devices, plus \$20.00 per device per month for ongoing 5G data service
Purpose: To replace laptops at end of life, and to provide administrative staff with reliable 5G connectivity during offsite meetings
Note: Request to release this Resolution prior to formal adoption
- 17.) Authorization to Contract with the Following Vendor
Vendor: Dell Technologies, Inc.
Item: Microsoft Volume Licenses
Period of Agreement: 07/01/26 – 06/30/27 (Year three (3) of a three (3) year agreement)
Cost: \$258,557.78
Purpose: Microsoft licenses for 550 Agency Users for email and computer access
Note: Request to release this Resolution prior to formal adoption

- 18.) Authorization to Contract with the Following Vendor
Vendor: Leaf Technologies / Kyocera Document Solutions
Item: Kyocera KCPS Software
(Card readers and authenticators for Lease Contract 100-0041770-001)
Period of Agreement: 06/01/26 – 09/09/29
Cost: \$120.32 per month
Purpose: To provide modern print authentication via active directory. Contract for card readers to coincide with the current Kyocera printer contract dates
Note: Request to release this Resolution prior to formal adoption
- 19.) Authorization to Contract with the Following Vendor
Vendor: Leaf Technologies / Kyocera Document Solutions
Item: Kyocera KCPS Software
(Card readers and authenticators for Lease Contract 100-0512231-001)
Period of Agreement: 06/01/26 – 09/09/29
Cost: \$60.16 per month
Purpose: To provide modern print authentication via active directory. Contract for card readers to coincide with the current Kyocera printer contract dates
Note: Request to release this Resolution prior to formal adoption
- 20.) Authorization to Contract with the Following Vendor
Vendor: Leaf Technologies / Kyocera Document Solutions
Item: Kyocera KCPS Software
(Card readers and authenticators for Lease Contract 100-0512231-002)
Period of Agreement: 06/01/26 – 10/03/29
Cost: \$90.24 per month
Purpose: To provide modern print authentication via active directory. Contract for card readers to coincide with the current Kyocera printer contract dates
Note: Request to release this Resolution prior to formal adoption
- 21.) Authorization to Contract with the Following Vendor
Vendor: Leaf Technologies / Kyocera Document Solutions
Item: Kyocera KCPS Software
(Card readers and authenticators for Lease Contract 100-0512231-003)
Period of Agreement: 06/01/26 – 10/16/29
Cost: \$60.16 per month
Purpose: To provide modern print authentication via active directory. Contract for card readers to coincide with the current Kyocera printer contract dates
Note: Request to release this Resolution prior to formal adoption
- 22.) Authorization to Contract with the Following Vendor
Vendor: Leaf Technologies / Kyocera Document Solutions
Item: Kyocera KCPS Software
(Card readers and authenticators for Lease Contract 100-0512231-004)
Period of Agreement: 06/01/26 – 10/21/29
Cost: \$30.28 per month
Purpose: To provide modern print authentication via active directory. Contract for card readers to coincide with the current Kyocera printer contract dates
Note: Request to release this Resolution prior to formal adoption
- 23.) Resolution of Recognition
World Elder Abuse Awareness Day (WEAAD) June 15, 2026 - (Mailed)
Note: Request to release this Resolution prior to formal adoption OCBSS encourages everyone to wear purple on June 15th to promote awareness
- 24.) Authorization to Dispose of Agency Equipment
Authorization is requested to dispose and scrap agency inventory items that are damaged, obsolete, irreparable and no longer needed for agency use: Keurig Coffee Machine and Black Ergonomic Chairs
- 25.) Adoption of Retirement Resolutions of Recognition for Retiring Agency Board Employees
- | <u>Employee/Title</u> | <u>Years of Service</u> | <u>Retirement Date</u> |
|---|-------------------------|------------------------|
| Anna Lessard, Human Services Specialist 2 | 13 | July 1, 2026 |
| Sharon Vogel, Clerk 2 | 29 | July 1, 2026 |

- 26.) Authorization to Dispose of Bids and Enter into Contract for General Janitorial Services for Manahawkin Office Space- (Recommendation Memo Provided at Board)
Vendor: ABS Facility Solutions, LLC
Period of Agreement: 07/01/26 – 06/30/27
(With Board’s exclusive option to contract for up to one (1) additional year)
Cost: \$24,940.80
Note: Request to release this Resolution prior to formal adoption

C. MONTHLY BILLS

1. Abstention List;
2. Bill Lists Mailed to Board Members;
3. Bill Lists for ratification/distributed at meeting

- D. COMMENTS FROM THE PUBLIC - Public comments are permitted at this time for the Consent Agenda and limited to five (5) minutes per speaker.

END OF CONSENT AGENDA – MOTION / ROLL CALL

- VIII. For Information Only – June 2026 OCBSS Mobile Outreach
IX. Comments from the Board
X. Comments from the Public - Public comments are permitted at this time and limited to five (5) minutes per speaker.
XI. Resolution to Hold Executive Session
XII. Final Executive Matters for Action in Open Session
XIII. Adjournment